



## SPRING GROVE CEMETERY TRUSTEES MINUTES March 11, 2014

Present: Jack Bigelow, William Canane, Richard Amsterdam, Sandra Dearborn  
Also present: Paul Sanborn, Superintendent of Parks & Grounds, Forestry, and Cemetery; Edwin Ataide, Deputy Director of Plant & Facilities

Meeting called to order at 6:30 PM

### Previous Minutes

- Sandra moved to approve minutes of the February 11<sup>th</sup> meeting. Richard seconded the motion. Minutes were approved with one minor change.

### FY2015 Budget

- The proposed budget, with particular respect to seasonal labor in the cemetery was discussed. Ed Ataide explained that his budget request, if approved, will pay a seasonal laborer from the end of the contractor's contract through the end of fiscal year 2015 (a total of 31 weeks). Discussion followed regarding the budget increase.

### Outsourcing

- A follow up letter to the Trustees' letter to the Board of Selectmen dated December 20, 2013 was distributed and briefly discussed.

### Town Yard

- The topic of renewed interest in a new Town Yard followed. The discussion led to the storage building at the cemetery on Abbot Street.

### Financials

- Cemetery revenue sheets were distributed and reviewed. Sandra asked about the process of getting the perpetual care interest into the Town Meeting Warrant. Ed Ataide had requested \$6,000 in his CIP 2015 submittal.

### Staff report

- Paul explained to the Trustees that one of the two cemetery staff members was on vacation for most of February, and that the staff is now catching up on projects. He also mentioned that the additional snow this season made it difficult to remove holiday decorations from the graves.

### Cemetery GIS and Public Access

- The Town IT department's GIS Coordinator is looking into the possibility of assisting with the implementation of a Public Access website where individuals can access limited information contained in the GIS database, including location of lots. At this time the Trustees would like to have Date of Birth, Date of Death, Veteran status, and Date of Interment, along with name, searchable.

#### Historical Society

- A request came in for historical information from Kim Whitworth, a local attorney who states that she is doing a report for the Historical Society. A brief discussion of the history followed.

#### Woodbridge-Jenkins project

- Jack told the meeting attendees that he spoke with Mr. Page and has learned that the neighbor who was protesting the project was decided not to pursue further action against the project.
- Paul added that he received a call from Mr. Brian Dawson, the Andover Troop 73 Committee Chairman, who would like a letter from the Town expressing the Town's approval of this project, with a copy to the abutter. Paul will run this by Town Counsel. Mr. Page explained that Jeff needs to know as soon as possible so that he can work on fundraising.

#### Lot repurchase

- A request has been received from Thomas Zocco, who would like to sell his lots back to the Town. The Trustees approved unanimously of repurchasing the lot.

Meeting adjourned at 7:35pm.

Next meeting will take place on Tuesday, April 8<sup>th</sup> at 6:30pm.